



Stacy Steffensen, Commission Department Director

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## **STAFF REPORT:**

### **Special Recognition:**

- Robert McGrath had been a member of the Local Emergency Planning Committee (LEPC) for 30 years. He was the last remaining "Charter" member of the original LEPC. Mr. McGrath is a retired Brookings City Landfill Director and former Chairperson of the South Dakota State Emergency Response Commission.

### **Routine Business:**

- BCOAC Volunteers: There were a number of individuals that completed RSO training in February and needed to be added to our list of potential volunteers at the BCOAC.

### **Scheduled Agenda Item:**

- 8:00 AM – Executive Session for Personnel
- 9:00 AM – Public Hearing for a Supplemental Budget Resolution: This action would move dollars from the Register of Deeds Tech Fund (250) fund balance to spend in FY2020 for the replacement of the lektriever filing system. The fund balance has almost \$85,000 and those funds are designated specifically for projects like this for the Register of Deeds.
- 9:05 AM – Wilde Air Service, Isaac Wilde – Permit Request: Mr. Wilde is once again seeking a road landing permit to land his aircraft on county roads. This is the same permit that was approved in 2019. Mr. Wilde did not use any county roads last year. But with the potential for another wet spring, he is once again asking for approval. Included with the packet is a copy of the permit, Mr. Wilde's insurance information and the state statute that allows county commissions to grant this request.
- 10:00 AM – Executive Session for Personnel

### **Regular Business Items**

- ❖ Plats: There are two plats. Both are recommended for approval by the Planning Commission. Richard Haugen provided staff reports.
- ❖ Highway Resolution: This resolution would authorize the highway department to purchase concrete pipe off of the Codington County bid. That bid information is included in the packet.
- ❖ CMAR Contracts: These are contracts to hire Henry Carlson Construction as the Construction Manager at Risk for the jail expansion project.
- ❖ MOU: This is the Memorandum of Understanding with the City of Brookings that speaks to the participation in funding and authorization for construction of the I-29 interchange at 20<sup>th</sup> Street South.
- ❖ Surfacing Project Agreement: This is an agreement with Bowes Construction for the 2020 Brookings County Surfacing project. Brian Gustad will have additional information.
- ❖ Highway Bids & Agreements: The annual highway bids were opened on February 25<sup>th</sup>. The bid tab is included in the packet. Along with the routine bids, the chip seal project was also bid this year. That is item F – vii under Regular Business. The corresponding agreements are also in the packet for approval.
- ❖ Abatements: There are a number of abatements once again. Vicki Buseth provided a staff report. She and Jacob Brehmer will be on hand to answer questions.

- ❖ Automatic Supplement: This is putting Courthouse Security Grant dollars into the Sheriff's budget to be used for security upgrades.
- ❖ Request to Fill Vacancies: These are the temporary election workers that will help Kristen Witchey with absentee voting and voter registration prior to the primary and general elections this year. And the HR Specialist position is due to a resignation.

### Director's Report

- ✓ Equalization Boards are scheduled for Tuesday, April 14<sup>th</sup>. This is NOT a regular commission meeting date. I need to know what time you would like to start that meeting. Typically we do afternoons following commission meetings, but you could start in the morning that day if that works best.
- ✓ The City of Volga is would like direction from the Commission on the proposed Samara Avenue project. At a meeting held in late January in Volga, it was suggested that the county maintain ownership of the road and pay for the upgrades to the road with the City of Volga contributing costs towards curb, gutter, sewer, sidewalks, etc... I know there are some questions about the design, but the City is wondering if the commission is interested in pursuing this project and what the scope of the project would be. Volga City Administrator Jameson Berreth would be available to come to a future commission meeting. This is something that they are wanting to do in FY2021.
- ✓ I made a mistake when paying Preston Township for their culvert reimbursement last year and only paid them half of what the commission approved. I've talked with Brian Gustad and Commissioners Krogman and Jensen, and we are going to pay this out of the highway budget to keep the \$100,000 in township funding intact for FY2020.

### Upcoming Dates

- Wednesday, March 18: Sioux Valley Commissioners Association Meeting, 12:00 PM, Codington County Extension Center, Watertown
- Thursday, March 19: Brookings Area Chamber of Commerce Annual Celebration, 5:00 PM, SDSU Club 71
- Friday, March 20: Commissioners to tour Minnehaha County Jail, leave Brookings at 8:00 AM
- Tuesday, March 24: Storm Spotter Training, 7:00 PM, East Fire Station, 607 20<sup>th</sup> Ave., Brookings



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